



National Finance Center Customer Notification

Date of Notification: June 26, 2009

Subject: NFC's Independence Day Holiday Schedule

Customers Affected: All, including NFC webTA Hosting Plus Customers (USDA and HUD)

Dear Customer:

In observance of the Independence Day Holiday, the National Finance Center's (NFC) offices will be closed Friday, July 3, 2009, including the following help desks: (1) NFC's *EmpowHR* Help Desk, (2) NFC's Payroll/Personnel Call Center, and (3) NFC's webTA Hosting Plus Service Help Desk (for designated USDA and HUD customers).

All NFC applications will remain available during the holiday and payroll/personnel processing will continue on the normal schedule. Pay Period 13 T&A's should be received no later than COB Tuesday, July 7, 2009.

As always, the NFC Operations and Security Center staff will be available 24 hours per day, 7 days per week at 1-800-767-9641, 504-426-6435, or via e-mail to osc.etix@usda.gov.

If you have any questions regarding this notification, please contact the NFC's Client Management Branch at Customer.Support@usda.gov.

JF-M2-09-012/012

"Tip of the Week"

Please allow a 24 hour processing period when entering changes in EPP/Self Service before re-submitting a second request, which will result in a duplicate document request and changes not being reflected in a timely manner.